

# NORTHWELL HEALTH

## HUNTINGTON

### JOB DESCRIPTION

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**JOB TITLE** : ASSISTANT DIRECTOR FOR NURSING

**DEPARTMENT** : NURSING ADMINISTRATION 1.0 FTE 7am-3pm  
Flexibility to work others as needed requires every other weekend.

**REPORTS TO** : CHIEF NURSING OFFICER

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| <b>POSITION SUMMARY</b>                       | Collaboratively, oversees, coordinates, and implements Nursing Quality Management Programs (Performance Improvement, and Risk Management. Responsible for the supervision, coordination, and management of the administrative/clinical aspects of Nursing Quality. Monitors and evaluates the effectiveness of Quality Program activities and shares findings and conclusions with other hospital departments. Acts as a resource to other hospital departments and regarding performance improvement activities.   |
| <b>RESPONSIBILITIES</b>                       | <ul style="list-style-type: none"><li>* 1. Oversees, coordinates and assists in managing, administrative and clinical aspects of Nursing Quality.</li><li>* 2. Provides direction and guidance to Nursing Leadership on aspects of Nursing Quality.</li><li>* 3. Monitors and evaluates the effectiveness of the Nursing Quality Programs and shares findings and conclusions with other members of the Hospital Community.</li><li>* 4. Coordinates Nursing Quality Management activities with other areas of the Department, other hospital departments and programs.</li><li>5. Performs related duties, as required.</li></ul> <p><b>*ADA Essential Functions</b></p> |
| <b>REQUIRED EXPERIENCE AND QUALIFICATIONS</b> | <ul style="list-style-type: none"><li>• Bachelor of Science Degree in Nursing. Master's Degree preferred or completion within 5 years.</li><li>• Current license to practice as a Registered Professional Nurse in New York State.</li><li>• Minimum of three (3) years clinical nursing experience, including a minimum of three (3) quality management preferred.</li></ul>   |

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Department Head Signature

Date

**JOB TITLE:**  
**Human Resources Signature**

**Date**